



Town of Rowe  
**Finance Committee** Minutes  
**ALL BOARD MEETING**  
Tuesday, January 25, 2022–5:15 p.m.  
Rowe Town Hall – Hearing Room 1

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**Finance Committee:** Chair Dan Pallotta, Loretta Dionne, Wayne Zavotka, C. Selmi Hyytinen (at 6:10 pm via remote participation)  
**Board of Selectmen:** Chair Chuck Sokol (via remote participation)  
**Present:** Executive Secretary Janice Boudreau  
Via Remote Participation: Treasurer Terry I Green, Highway Superintendent Lance Larned, Town Clerk Paul McLatchy III

**Call to Order:** Chair Pallotta called the meeting to order at 5:15 P.M.

Roll Call Vote: Wayne Zavotka – yes                      Loretta Dionne – yes  
Dan Pallotta – yes    C. Selmi Hyytinen – Absent  
1 Vacant Position

Topics Discussed:

Members discussed questions to pose to the departments during budget discussion.

There was discussion about the Wage & Salary Chart that Selectmen have been working on as a guide for departments to determine setting a wage or salary for a particular position. Selectmen Chair Sokol said that the Wage & Salary Chart should be used as a worksheet, it is a guide. Along with the Chart, weighing in to determine a person's wage is reviewing what people getting paid right now, the Franklin Regional Council of Government (FRCOG) Wage & Salary Assessment tool and evaluating all of the information. The employees that report to the Board of Selectmen have been reviewed as well as the wage & salary information was provided to each department. It was agreed that it can be instituted over a few years to bring a given wage up to where it needs to be.

6:00 p.m. Town Clerk:

Town Clerk Paul McLatchy III had no major changes in the Town Clerk budget with the exception of additional elections this coming year. The Town Clerk stipend vs. salary was discussed.

Highway Department:

Highway Superintendent Larned said the winter roads budget line included sand & salt only. He would have approximately \$141,000 for Chapter 90 funds this year. Chair Pallotta discussed American Rescue Plan Act (ARPA) funds that were funds provided to governments negatively impacted by the Covid-19 epidemic were \$131,000 for Rowe and could possibly be used for improving drainage. It would have to be looked into. The Highway Improvement Plan that was prepared in the prior year was reviewed. A paving management system was discussed.

Library:

Library Director presented the Library Budget and said in order to be certified it needed to have a budget of \$73,019 as determined by the size of the town. Savings was incurred by dropping CWMARS internet and support. Project goal would be to have a permanent storage shed for the 'Library of Things'

equipment for loan and replacement of original windows which are in need of repair. Finance Committee said to submit the capital project with costs for review.

Adjournment:

MOTION TO ADJOURN: Chair Pallotta made a motion to adjourn the meeting at 6:36 p.m. The motion was seconded by Wayne Zavotka.

Roll Call Vote: Wayne Zavotka – yes  
Dan Pallotta – yes  
1 Vacant Position

Loretta Dionne – yes  
C. Selmi Hyytinen – yes

Respectfully Submitted,

Janice Boudreau, Executive Secretary

Approval Date: *MAY 9, 2022*

Approved:

  
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Dan Pallotta, Chair

  
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Loretta Dionne

  
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Wayne Zavotka

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C. Selmi Hyytinen

**Documents:**

1. Agenda January 25, 2022
2. Budget Submission: Town Clerk
3. Budget Submission: DPW
4. Budget Submission: Library